

**State Executive Council (SEC) Executive Committee Meeting
Hanover Room
1604 Santa Rosa Road
Richmond, VA 23229
August 22, 2019**

Attending:

The Honorable Daniel Carey, M.D., Secretary of Health and Human Resources
The Honorable Mary Biggs, Member, Montgomery County Board of Supervisors
Valerie Boykin, Director, Department of Juvenile Justice (DJJ)
Courtney Gaskins, Ph.D., Director of Program Services, Youth for Tomorrow
Mira Signer, Acting Commissioner, Virginia Department of Behavioral Health and Developmental Services (DBHDS)
Tammy Whitlock for Jennifer Lee, M.D., Director, Department of Medical Assistance Services (DMAS)
Susan Whyte, Assistant Attorney General, Office of the Attorney General
Scott Reiner, Executive Director, Office of Children's Services (OCS)
Zandra Relaford, Assistant Director (OCS)
Marsha Mucha, Administrative Assistant (OCS)

Guests:

Janet Areson, Virginia Municipal League
Rachel Becker, Special Assistant, Office of the Secretary of Health and Human Resources
William Egen, Senior Legislative Analyst, Commission on Youth
Nancy Toscano, UMFS

Welcome and Introductions

Secretary Carey called the meeting to order at 10:05 a.m. and welcomed everyone. Introductions were made. Mira Signer thanked everyone for reaching out to DBHDS after the passing of Commissioner Melton. Secretary Carey noted that, with the passing of Commissioner Melton, he had lost a colleague and personal friend.

Approval of Minutes

The minutes of the May 16, 2019 meeting were approved on a motion by Mary Biggs, seconded by Courtney Gaskins and carried.

Final Planning for SEC/SLAT Strategic Planning Session

Nancy Toscano, Chief Operating Officer for UMFS, who will be facilitating the Session, presented a draft Strategic Planning Agenda for review and discussion. Of particular note during discussion, to be included in the objectives and overview for the Session:

- Stating the role and mission of the SEC
- How survey results influenced design of the Session
- Expectations for the day
- Timeline for development and approval of the Strategic Plan

SEC Administrative Matters

Mr. Reiner reported on the following:

- Status of SEC Membership - Effective July 1, there is a parent representative vacancy on the SEC. Mr. Reiner is working with the Secretary of the Commonwealth's Office on a replacement, which should be announced shortly.
- Annual Services Gap Survey - The FY 2019 CSA Service Gap Survey is complete, has been disseminated and posted to the CSA website. The top three service gaps as reported were community-based behavioral health services, foster care services, and family support services, respectively. During discussion, members asked Mr. Reiner to review the Service Gap Surveys from the last three years for identifiable statewide trends.
- Juvenile and Criminal Justice Outcomes – Results of a 12-month follow up were presented of Juvenile and Criminal Justice outcomes of youth (FY16 exit cohort) completing services through CSA and that were subsequently arrested during the 12-month period after exiting CSA. During discussion, members reviewed demographics, findings and implications along with recommendations for future research.
- E-learning Courses – Two new e-learning courses have been developed and are now available for training: CSA Audit Process for CPMT and Utilization Review for CPMT. An e-learning course on CSA finances and fiscal processes for local CSA finance people is pending.

New Business

There was no new business.

Adjournment

There being no further business, the meeting adjourned at 11:50 a.m.